

1 OCT 1962

MEMORANDUM FOR: Chief, Automatic Data Processing Staff  
SUBJECT : Approval of Change in ADPD Organization and  
Organization of Appropriate Study Task Forces

1. The purpose of this memorandum is to confirm our telephone con-  
versation of 5 October 1962.

2. It is my understanding that you agree to forward to Personnel  
the proposed revision of ADPD organization with the recommendation that  
the positions described as Systems Analysts be redescribed as Senior  
Programmers; that you will indicate agreement with respect to all other  
portions of the proposal and that redescribing the Systems Analyst positions  
will eliminate the conflict that you believed existed in relationship to  
positions in your Office.

3. It is also my understanding that you will take action to designate  
an appropriate study task force, or forces, to be chaired by your Office and  
to be composed of appropriate assigned personnel from various components  
that will be involved in the studies. The purposes of these studies are  
to determine how to obtain better utilization of the 501 System with respect  
to the various activities that it is now engaged in and to add whatever  
additional activities may be deemed appropriate as a result of such studies.  
In this connection it should be noted that over five months have elapsed  
since DMJM completed their study and made recommendations that a total  
systems study be made of activities involving the 501 System. While some  
studies have been made they are of fringe benefit type and not the broad  
or total studies that were contemplated by our offices and recommended by  
DMJM. These studies will take a long period of time to accomplish and  
implement and it is therefore (I am sure you agree) imperative that we  
commence as soon as possible. This Office will, of course, assign, as  
appropriate, Senior Programmers and any other personnel required to the  
task force, or forces, that are organized.

[Redacted]  
Deputy Comptroller

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